

ATL ADVICE



Performance-Related Progression

All pay progression for teachers in maintained schools in England and Wales is supposed to be linked to their performance. This factsheet is designed to help ATL members through this process.

Why has there been a change?

The School Teachers' Review Body (STRB) has given schools greater flexibility in determining teachers' pay. Pay scales have been replaced by a minimum and maximum salary.

The Government's rationale for this is to:

- enable schools to pay the best teachers more
- move away from the progression based on 'time served'.

ATL provides a recommended pay scale which we encourage schools to use. This can be downloaded from www.atl.org.uk/payscaleadvice.

Who is eligible to progress?

All teachers are eligible to progress except:

- teachers at the top of the main pay range who have expressed a wish to 'cross the threshold'
- teachers at the top of the upper pay range
- teachers at the top of their leadership group pay range
- unqualified teachers at the top of the unqualified teacher pay range
- leading practitioners at the top of their range.

Who makes the decision as to whether or not I progress?

As part of your performance appraisal review meeting your appraiser must make a recommendation on your pay progression. Usually, the decision will have to be approved by the headteacher and governing body. ATL's view is a decision to progress made by your

appraiser should not be overturned by the headteacher or governing body without good reason.

What evidence do I need to provide?

The decision should be based on the outcome of your performance appraisal review, and there is no requirement for you to provide additional evidence. When you agreed your objectives you should also have discussed how your performance against these objectives would be measured.

ATL does not expect teachers to be required to provide a portfolio of evidence to show they have met their objectives. You should agree with your appraiser how your performance will be managed and what, if any, evidence you need to collect. You may wish to take note of examples showing how you met the aspects of your objectives, which may be useful if you do not receive the pay recommendation you think you deserve.

How much should my salary increase if I am progressed?

Your school must have a pay policy that details how pay progression will operate in your school.

If your school has a pay scale, ideally the one recommended by ATL, then you should progress to the next point on the pay scale.

If your performance has been deemed exceptional you may progress two points on the scale.

If your school does not have a pay scale it is likely that all teachers will be paid on a spot salary determined by the governors/headteacher.

Can I be moved down the pay scale?

As long as you remain at the same school there is no mechanism by which you can be moved down the pay scale.

Can I remain where I am on the pay range?

It is possible for appraisers to recommend you do not progress on the pay scale and remain on your current point. Where this is the case the reasons for making the decision must be fully explained to you. If you disagree with the decision you should be able to lodge an appeal.

If you are denied progression then part of the discussion with your appraiser must include details of what you need to do to achieve progression next year. Agreement should be reached on what support you need and this should be provided.

When should my salary be increased?

Any increase to your salary should be backdated to 1 September.

What should I do if I do not agree with the decision of my appraiser?

If you do not agree with your appraiser's decision not to award you progression, or you believe the amount of progression recommended is insufficient, then you should consider lodging an appeal.

You should check with the school's pay policy to ensure your appeal is made within the time limits. You usually have 10 working days to lodge an appeal.

You may wish to discuss your decision to appeal with your ATL rep in the first instance (if you do not have a school rep you should contact your branch secretary or ATL's London or Cardiff offices, as appropriate). If your appraiser is not your line manager you may also wish to discuss your appeal with your line manager.

Your appraiser should have given you reasons why he or she did not recommend you for progression, and you should consider carefully whether you have the evidence available to show that these reasons are not sufficient and that his or her decision is not correct.

You may be required to provide additional evidence to support your appeal, although it should not be too onerous a task for you to collect this information.



Need advice?

Your first point of contact is the ATL rep in your school/college. Your local ATL branch is also available to help, or you can contact ATL's member advisers on 020 7930 6441, email info@atl.org.uk. Don't forget there's lots more advice on ATL's website at www.atl.org.uk.

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Do I get the cost-of-living award?

The STRB will continue to recommend an annual uplift. ATL would expect all teachers to receive at least the increase recommended by the STRB.

If you receive a payment at the minimum you will automatically receive a 1% increase. If you receive more than the minimum of the range your school has the discretion whether or not to increase the amount of your payment.

Details of the latest award can be found at www.atl.org.uk/advice-and-resources/pay-and-pensions/teachers-pay

I have moved schools on 1 September, so am I entitled to progress to the next point on the pay scale?

When you accepted your new post you should have agreed with the school your new starting salary. This salary may be increased in line with the annual cost-of-living increase.

Equalities issues

ATL is concerned the new procedures for progression may disadvantage certain groups of teachers. We are particularly concerned over the progression opportunities for women, part-time and disabled teachers.

There may also be concerns over the impact these changes have on women who have just returned from maternity leave or any teacher who has taken leave for family commitments.

If you have concerns of this nature in your school, please speak to your ATL workplace rep, your branch secretary or ATL's London or Cardiff offices.

The Department for Education has produced guidance, *Equalities Considerations for Schools and Local Authorities when Considering Pay Policies and Pay Decisions*, which is available at www.gov.uk.

Further information

As schools have been given additional flexibilities over teachers' pay in recent years and, as things may be different in your school, it is important you check your school's pay policy.

To find out more see www.atl.org.uk/factsheets.